

**OLV Warden's Meeting
October 21, 2021**

In attendance: Father Murray, Susan Lemieux, Bill Raby, Nancy Lanthier, Gail Preston and Lyall Campbell

Absent: Bill Cameron

Item	Description	Action by
1	Opening Prayer: opening prayer led by Susan Lemieux	
2	Approval of Agenda: Agenda approved by Father Murray and seconded Lyall Campbell	
3	Approval of Minutes: Minutes as presented by Gail Preston are approved by Father Murray and seconded Lyall Campbell	
4	<p>Administration Activities:</p> <p>1. Secretary's Report: Nothing to report</p> <p>2. Treasurer's Report: Nancy presented the financial report for the period ending September 30, 2021. We are currently in a deficit position of \$5989.00. We have \$37,000.00 in the bank. Financial report approved by Father Murray and seconded by Bill Raby.</p>	
5	<p>Business Arising from Minutes.</p> <p>1. Water in basement – Options:</p> <p>There is currently no water in the basement, so the work that was done at the outside corner at the sacristy seems to be diverting the water away from the building. A few more donated bricks will be added at the corner to help to divert the water from the roof even more.</p> <p>2. Schematic Plan – discussion:</p> <p>The schematic plan for the furnace procedure, and the electrical panel boxes are still in progress. Lyall is working with Ken to produce these documents. Photos will be inserted in the documentation.</p> <p>3. Insurance Update:</p> <p>Bill Raby is working with local insurance company Fournier Insurance. He anticipates that Intact will provide a quote in the middle of November.</p> <p>The quote will be ready for the next warden meeting which will give ample time to decide which company we will go with.</p> <p>We are currently with Ecclesiastical Insurance.</p>	
6	<p>New Business:</p> <p>1. Operating Budget – 2022:</p> <p>Budget forms need to be submitted by the end of October to the diocese, but no forms have been received as of yet.</p> <p>We have no major expenditures planned for 2022.</p>	

	<p>2. Our Lady of Victory lettering above front door of the main entrance needs painting:</p> <p>Ken has volunteered to sand and paint the letters only.</p> <p>3. Check rectory toilet – upstairs:</p> <p>Father Murray mentioned that the bathroom upstairs has intermittent problems with the tank. Susan will look into this.</p> <p>4. Caulking around the church:</p> <p>Lyll mentioned that there are various place around the back of the church that need caulking. Lyll will review what has to be done and will contact ProSecure for a quote for this job.</p> <p>5. Insurance meeting was decided to be held November 11, and 11:00 a.m. as per Bill Raby. Bill Raby mentioned that he will have the quote information by Nov 11th.</p>	
7	Next Meeting: November 18, 2021	
8	Adjournment: Father Murray and Bill Raby	